

5

WEDNESDAY
FEBRUARY, 1997

APPOINTMENTS & SCHEDULED EVENTS

FEBRUARY 1997		329 Days Left		NAME • PLACE • SUBJECT	
S M T W T F S		S M T W T F S		HOURS	
JANUARY 1997		MARCH 1997			
S M T W T F S		S M T W T F S			
6 7 8 9 10 11		2 3 4 5 6 7 8		7 1000	
12 13 14 15 16 17 18		9 10 11 12 13 14 15		8 0800	
19 20 21 22 23 24 25		16 17 18 19 20 21 22		9 0900	
26 27 28 29 30 31		23 24 25 26 27 28		10 1000	
				11 1100	
				12 1200	
				1 1300	
				2 1400	
				3 1500	
				4 1600	
				5 1700	
				6 1800	
				7 1900	
				8 2000	
				9 2100	
				10 2200	
TO BE DONE TODAY (ACTION LIST)					
X Hyatt issue					
X Bklyn. \$150					
X New flight arrangements					
X Diskette to KODAK					
X Diskette to Dave, Gary, Wanda					
6 Financial meeting - Bard?					
7 FLORIDA SLIDES					
X Payment processing presented					
9 Childs's demo					
X Supplemental Expenses					
11 Wisconsin visit					
X Fax agenda to James					
Cynthia Russo *					
X DeEgan					
Veggie BAI					
PRINT stuff					
Conf. call					
PHONE CALLS				EXPENSE & REIMBURSEMENT RECORD	
X Jim Graf				Hyatt \$210 151348	
Patti Gardner				Hareseside	
Carl Clough				X P P Q 78 B	
X Janice Simmons				Cancellation	

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DIARY AND WORK RECORD

6th Week
36th DayWEDNESDAY
FEBRUARY, 1997

5

REF.	NAME OR PROJECT	DETAILS OF MEETINGS • AGREEMENTS • DECISIONS	TIME HRS. MIN.
1	1. <u>CHANGES</u> from Phil Dallas		
2	2. <u>CHANGES</u> from Phil to Atlanta 3/8 in Am		
3	Best to Dallas ←		
4	Stay in Balt. Fri night		
5			
6	Tripout Slide		
7	Outout slide		
8	Childs Pay		
9	Slow down Old relative funds		
10	Goode Explain		
11			
12			
13	<u>Connell</u>		
14			
15	Marnott - \$280/night 207 St.		
16	67227 Oreo	Long Wharf	
17	Sales	80125381	
18			
19			
20	<u>Janice Simmons</u>	① Billing of work - Circular Advertising	
21		Ann Marie	
22		Bushy, Tony, faldj	\$10/1000
23		Insert	\$15/1000
24		Bar	\$20/1000
25		Pickup	\$25/1000
26			
27		CHECKS	\$15 + \$19/1000
28			
29	<u>James</u>		
30			
31	<u>Dick Vesper</u>	Chapman Oix - Fingerprint	
32		Bidders Conference in Harrisburg	
33			
34			
35			
36			
37			
38			
39			
40			

JR. DEFY 6228

TWO PAGE-PER-DAY REFERENCE

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